

TITLE: CHILD WELFARE MANUAL
SECTION 3: DELIVERY OF SERVICES/ INTACT FAMILIES
CHAPTER 4: IMPLEMENTING THE WRITTEN SERVICE AGREEMENT
ATTACHMENT F: DEATH OF CHILD IN OPEN FCS CASE
EFFECTIVE DATE: December 9, 2005
PAGE: 1

Death of Child in Open Case

The following are special procedures the FCS Case Manager will follow when a child residing in the household of an open FCS case dies:

Immediately assure the safety of any other household children.

- Complete a safety re-assessment, as necessary.
- Contact law enforcement at once if there is a reason to believe any children are in immediate danger.

Notify the Supervisor immediately that a fatality has occurred in an open case. This will include any sudden or unexpected death, as well as a foreseeable death due to illness.

Note: All reports of CA/N fatalities, near-fatality, serious injury, or other critical event or any Non-CA/N fatality in which present or past CD involvement with the family has occurred, or any reports having (or with potential for) media attention, will be reported to the Director.

Related Subject: [Section 2, Chapter 4.3.8.1](#), Critical Events Reporting and Review Protocol.

Obtain sufficient information to file a report with CANHU for investigation, if a report is warranted, and if one has not already been made pursuant to Missouri Revised Statutes Chapter 210.115.

Cooperate with the Children's Division CA/N Investigator assigned to the investigation, if a report was received.

- Provide any information available that may assist in the investigation, including access to the case record.
- Inform your supervisor that the fatality is being investigated.

Complete and Submit a Fatality/Critical Event Summary Form to the Circuit Manager within enough time for review so that summary can be forwarded to central office within 72 hours of notification to CD of the fatality. The completed summary should be factual and thorough, and should include:

- The cause of the death, if known;
- Current case status information (date case was opened and reason, if court involved);

TITLE: CHILD WELFARE MANUAL
SECTION 3: DELIVERY OF SERVICES/ INTACT FAMILIES
CHAPTER 4: IMPLEMENTING THE WRITTEN SERVICE AGREEMENT
ATTACHMENT F: DEATH OF CHILD IN OPEN FCS CASE
EFFECTIVE DATE: December 9, 2005
PAGE: 2

- List of other children remaining in the household and how their safety has been assured (may attach a safety re-assessment form);
- A summary of progress or lack of progress made recently (may also attach most recent treatment plan);
- Date(s) of most recent contact(s) made with the family;
- CD history with the family (CA/N, Alternative Care/Adoption; prior FCS history);
- List of other agencies involved with family, including past or current services received
- Other pertinent facts of case

NOTE: The Circuit Manager/designee will review the Fatality/Critical Event Summary and forward by E-mail within 72 hours of CD notification of the fatality to: Regional administration **and** to: [CD.CriticalEventReport](#) to update central office administration on the case, including a summary of the history of the family with the Children's Division.

Related Subject: [Section 2, Chapter 4.3.8](#), Fatality, Near-Fatality Abuse/Neglect, or Other Critical Event.

Related Form: CD Intranet E-Form: [Fatality/Critical Event Summary](#).

Complete a risk re-assessment, as indicated.

Consult with the Supervisor for the need to re-visit and modify the [Written Service Agreement](#) with the family as a result of the child's death. Continue to work with the family as directed by the Supervisor.

Monitor the family closely for any changes of behavior due to stress from the recent loss.

- Continue to assure the safety of any other child.

Provide supportive services and referrals as necessary to assist the family with grieving or other issues.

Update the SS-63 and Computer Information System to remove the child from case.

MEMORANDA HISTORY: [CD05-50](#); [CD05-51](#); [CD05-72](#)